

**DODGE COUNTY  
AUDIT COMMITTEE MEETING  
127 E. OAK STREET  
COUNTY BOARD ROOM, 4<sup>TH</sup> FLOOR, ADMINISTRATION BUILDING  
JUNEAU, WI 53039  
November 10, 2016**

By roll call, members present: Bennett, Greshay, Hilbert, Nickel and Stousland. Also present was Mary Muskovitz, Administrative Assistant, Makenzie Drays, Senior Accountant and James Mielke, County Administrator

Members absent: None

Meeting called to order at 8:00 a.m. by Chairman Nickel

Muskovitz certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Greshay, seconded by Stousland to approve the minutes of October 27, 2016. Motion carried.

Committee member reports: None

- Old Business:
1. In addition to the handout response on Monthly Mileage, Mielke indicated that he has spoken to HR about the possibility of adding this to County Policy 206. He will be reiterating this directive at the next Management Council Meeting.
  2. Hron responded that the Piggly Wiggly charges on the Bank Card were for Jury Meals and in the future will notate them as such.
  3. Public Health responded that there were 56 guests for the HPV dinner

US Bank Purchase Card Review of September Department Head purchases:

Drays, Sheila, Human Services - Shopko

Eske, Human Resources - Waters of Minocqua (Mielke indicated that this was for the Human Resources Fall Conference)

Nehls, Emergency Mgt – Beaver Dam Hospital & Power Management

Hooper, Clearview – Hyatt Regency (5 attendees/Leading Age Conf)

Otto, IT – The Lakewoods Resort (Note: invoice were verified but no explanation on what was for. Mielke knew this was for a conference and will be speaking at the next Management Council Meeting about referencing lodging with conference information/name.)

Planasch, Reg. of Deeds – Beaver Dam Hospital & Americinn Ashland

All of the above had backup documentation in File Director.

Motion by Greshay, seconded by Hilbert to allow payment of Clearview vouchers Batch #192963 in the sum of \$63,166.26 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Greshay, seconded by Bennett to accept the payment of Employee Expenses on Payroll check dated 11/04/2016 for \$3,921.49 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Hilbert, seconded by Greshay to allow payment of the Batch #192881 for \$96,453.26 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to allow payment of the Batch #192979 for \$16981.06 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Hilbert to accept the payment of Miscellaneous vouchers paid in the Amount of \$23,169.99 for Clearview Batch #192735 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

The next regular meeting of the Audit Committee is scheduled for Wednesday, November 23, 2016 at 8:00 a.m. in Room 4A

Motion by Stousland, seconded by Greshay to adjourn. Motion carried. Meeting adjourned at 8:35 a.m.

Respectfully submitted,



Secretary

Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.